

Alternative Education

Support Document

April 2023 rev. 2

Program Name:	Date of Site Visit:	
District (LEA) or Sponsor:	District Site Code:	

Specialist Signature:

Purpose:

The primary purpose of this rubric is to identify areas of effectiveness and areas in need of improvement based on the 16 criteria in state statute for Alternative Education programs. The effective column is displaying a positive program that shows success for students. The effective column is where the majority of programs will fall with specific programming options that may place a program in the highly effective column in one or more areas.

Criteria Scores:

Criteria 1	0	out of 6 points.	Choose one		Criteria 9	0	out of 6 points.	Choose one
Criteria 2	0	out of 21 points.	Choose one		Criteria 10	0	out of 12 points.	Choose one
Criteria 3	0	out of 9 points.	Choose one		Criteria 11	0	out of 12 points.	Choose one
Criteria 4	0	out of 3 points.	Choose one		Criteria 12	0	out of 3 points.	Choose one
Criteria 5	0	out of 3 points.	Choose one		Criteria 13	0	out of 6 points.	Choose one
Criteria 6	0	out of 3 points.	Choose one		Criteria 14	0	out of 3 points.	Choose one
Criteria 7	0	out of 3points.	Choose one		Criteria 15	0	out of 12 points.	Choose one
Criteria 8	0	out of 6 points.	Choose one		Criteria 16	0	out of 6 points.	Choose one
A		·	·	· ·	·		<u> </u>	

Needs Assessment Completed:	Choos	se one	Date Received:			•	nentation Plan ompleted:	Choo	se one	Date Received:		
Teaching Out of Certification Exemption Request(s) Received:	Choos	se one	Date Received:			Statutory	Waiver Approved	Choo	se one	Date Received:		
First Day of School:							on for Abbreviated cation Approved	Choo	se one	Date Received:		
List of names and grades of all students received:	Choos	se one	Date Received:			Alternative	esentatives attended Education annual meeting:	Choo	se one	Date of Meeting:		
Schools Sending Students to Co-op:						Understand	orandum(s) of ling Received (from op Schools)	Choo	se one	Authorization to Pay Forms Received:	Choo	se one
					Cr	iteria 1						
	Allow clas	ss sizes a	and student	teacher ra	tios which	are cond	ucive to effectiv	e learning	for at-risk	students		
Number of Alternative students:	Education			Number of	Alternative teachers:	Education		Stuc	ent/Teacher	Ratio:		
Noncompl	iant		Needs	Improvement			Effective			Highly Ef	fective	
0 point ea.	Sc	ore	1 point e	ea.	Score	2	points ea.	Score		3 points ea.		Score
Program did not apply for waiver to serve less than students.										s submitted and vaiver not neede		
			dent to certified eds the recomn size of 15	nended class			gram meets the red 15:1 ratio.		expectation support ar (former c	am meets the 1 i, includes addit nd re-engaged s dropouts) were a for participation program.	ional staff students actively	
Noncompliant Section Score:	Total: Choose one		Needs Improve		0	leeds Improver	Effective Total:	0	Highly Effect	Highly Effective: 5-6 points	tive Total:	0
Notes or Recommendations				Non col	ingridite. O P	in prover	nent. I point Lifett	ve. 2 7 ponits	ngmy Enecti	e. 5 6 points		

Criteria 2

Incorporate appropriate structure, curriculum, interaction and reinforcement strategies designed to provide effective instruction

There is no evidence of planning for intervention using PBIS, RTI, and/or MTSS interventions. Program staff has not set clear Expe	1 point ea.	Score	2 points ea. The program meets the required minimum daily instructional time of 4 hours and 12 minutes/5 days a week or 756 hours in a 165 day school calendar (or has an approved dereg waiver).	Score	3 points ea. The program exceeds the minimum instruction time requirements.	Score
required minimum daily instructional time of 4 hours and 12 minutes/5 days a week or 756 hours in a 165 day school calendar and does not have a dereg waiver. Student attendance or academic success data is not used for intervention There is no evidence of planning for intervention using PBIS, RTI, and/or MTSS interventions. Program staff has not set clear expectations for learning and			minimum daily instructional time of 4 hours and 12 minutes/5 days a week or 756 hours in a 165 day school calendar (or has		. •	
success data is not used for intervention There is no evidence of planning for intervention using PBIS, RTI, and/or MTSS interventions. Program staff has not set clear expectations for learning and			a app. 51 52 dolog warver).			
Program staff has not set clear expectations for learning and			Student attendance or academic success data is used for intervention.		Student attendance or academic success data is used for intervention, and data shows improvement.	
expectations for learning and behave	here is little evidence of ning for intervention using BIS, RTI, and/or MTSS interventions.		Teachers and other program staff made efforts to improve attendance and academic success using PBIS, RTI, and/or MTSS interventions.		Teachers and other program staff made efforts to improve attendance and academic success using PBIS, RTI, and/or MTSS interventions, and data shows improvement.	
	ectations for learning and avior are not articulated to the students.		Program staff utilizes clear expectations for learning and behavior.		Program staff establishes clear expectations for learning and behavior using student voice. Expectations are actively taught, reinforced and reviewed throughout the school year.	
are not informed of academic are of	ents and parents/guardians only notified of academic		Academic progress is recorded and reviewed with students and family quarterly.		Parents/guardians receive success reports and positive feedback on students' progress. Reporting is not limited to quarterly or negative reports.	
Noncompliant Total: 0 Ne	ress when the term ends or there is an issue.				•	

Notes or Recommendations:

Criteria 3 Include an intake and screening process to determine eligibility of students At Risk Identification Student Intake Student Choose one Choose one Choose one Choose one Application: Committee: Contract: Form Noncompliant **Needs Improvement** Effective **Highly Effective** 0 point ea. Score 1 point ea. Score 2 points ea. Score 3 points ea. Score The program serves students who are The program was used in place The program serves students at greatest risk of not completing high of special education, credit who are at greatest risk of not school for reasons other than a recovery, remediation or an outcompleting high school for disability, and serves overage/underof-school suspension placement. reasons other than a disability. credited students. A committee, including teachers, An intake and screening process A committee, including teachers, school administration, and is written, but is often school administration, counselors from No formal intake and screening counselors from traditional process is in place or the circumvented, with one or two traditional and/or alternative education. and/or alternative education, is process is circumvented. staff members making student parents, and students, is involved in involved in the intake and placement decisions. the intake and screening process. screening process. The program has student records for The program has student enrollment in the program in all areas, The program has student records for enrollment in the The program does not use including attendance, academics, records for enrollment in the program including attendance, student records to determine behavior, at-risk assessment, student program including attendance, academics, behavior, at-risk eligibility in the program. contracts, student responsibilities, academics and behavior. assessment, and student student questionnaire/essay, and contracts. parent questionnaire/essay. Program includes students not All students enrolled in the program All students enrolled in the meeting the definition in the meet the definition of an at-risk student program meet the definition of an Alternative Education Rules of (Rule 210:35-29-2) and the program is at-risk student (Rule accurately described as a "school of an at-risk student 210:35-29-2). (Rules 210:35-29-2). choice". Noncompliant Total: **Needs Improvement Total:** Effective Total: Highly Effective Total: Section Score: Choose one Non Compliant: 0-3 points Needs Improvement: 4-7 points Effective: 8-10 points Highly Effective: 11-12 points 🏻 Notes or Recommendations:

			Cı	riteria 4			
		Demonstrate that teach	hing facu	lty are appropriately certific	ed teache	rs	
List of Teachers and Subjects taught:							
Noncompliant		Needs Improvement		Effective		Highly Effective	
0 point ea.	Score	1 point ea.	Score	2 points ea.	Score	3 points ea.	Score
District does not have a certified teacher in the program with an approved Teaching Out of Certification form.				Districts have appropriately certified teachers or an approved Teaching Out of Certification (TOC) form for every teacher who is teaching out of their certified area in the program.		All staff are properly certified to teach at the grade level or specific content area (or have a TOC) and have chosen to work in the alternative setting.	
The program does not have a ertified teacher assigned to the classroom on a daily continual basis				The program was designed to ensure continual daily, personal interaction with certified teacher(s) in the alternative education classroom.		The program was designed to ensure continual, daily, personal interaction with certified teacher(s) in the alternative education classroom, and has a system of support using regular education teachers.	
Noncompliant Total:	0	Needs Improvement Total:	0	Effective Total:	0	Highly Effective Total:	0
Notes or Recommendations:	e one	Non Compliant: 0-1 poin	ts Needs Im	provement: 2-3 points Effective: 4-	5 points Higl	nly Effective: 6 points ®	

Criteria 5

Demonstrate that teaching faculty have been selected on the basis of a record of successful work with at-risk students or personal and educational factors that qualify them for work with at-risk students.

Noncompliant		Needs Improvement		Effective		Highly Effective	
0 point ea.	Score	1 point ea.	Score	2 points ea.	Score	3 points ea.	Score
School leadership selected teachers based on availability or administrative convenience.		School leadership selected teachers based on curriculum certification rather than on proven success with students at risk of school failures.		School leadership selected teachers on the basis of a record of successful work with at-risk students or personal and educational factors that qualify them for the work with at-risk students.		School leadership requires teachers and staff to work to improve their understanding of the philosophy of alternative education programming required criteria, and instructional approaches.	
Teachers do not receive professional development to improve instruction and support for at-risk student success.		District/state required professional development is the only PD provided to alternative education teachers.		Professional development for alternative education teachers includes district/state required PD and additional PD focused on at-risk students (i.e. technology, regional meetings, webinars).		Professional development approaches listed in EFFECTIVE rating and book studies, conferences, national conventions, or other resources are used to improve instruction. Professional Development is intentionally designed to support at-risk student success and address multiple at-risk factors (trauma-informed, RTI, MTSS, PBIS, etc.).	
There are no scheduled opportunities for teachers for to meet for the purpose of reviewing program data.		Scheduled opportunities for teachers to meet for the purpose of reviewing program data are rare and infrequent.		Professional Learning Communities (PLCs) meet quarterly. Meeting outcomes are focused on program data and increasing student growth.		Professional Learning Communities (PLCs) meet monthly and have clearly defined goals that are data driven. Student growth data drives instructional practices.	
Noncompliant Total:	0	Needs Improvement Total:	0	Effective Total:	0	Highly Effective Total:	0
Section Score: Choose	e one	Non Compli	ant: 0-4 point	s Needs Improvement: 5 points E	ffective: 6-8 p	oints Highly Effective: 9 points	
Notes or Recommendations:							

		Reflect a	appropriate collaborative e	_	iteria 6 n state agencies and local	agencies	serving youth	
ist of State a partnersh								
Non	compliant		Needs Improvement	1	Effective		Highly Effective	
0 point e		Score	1 point ea.	Score	2 points ea.	Score	3 points ea.	Score
o collaboration wit agencie	,		Limited (2-3) effort to actively engage the students with community agencies, organizations or individuals.		Coordinates services across multiple (4 or more) community organizations to provide benefits to the community.		Community service is considered integral to the success of the alternative education program. School leadership meets with partners to plan community service opportunities.	
Noncom	oliant Total:	0	Needs Improvement Total:	0	Effective Total:	0	Highly Effective Total:	0
Section Score: Notes of Recommend		e one			nts Needs Improvement: 1 point Ef id Implementation Plan should re		nts Highly Effective: 3 points actually happening in the program.	

Provide cours	es that	meet the	e academic curricula stand		iteria 7 pted by the State Boa	ard of	· Educatio	n and additional remedial cour	ses	
Primary Curriculum:					Additional Curriculum offered:					
Noncomp	liant		Needs Improvement		Effective	е		Highly Effective		-
0 point ea.		Score	1 point ea.	Score	2 points ea.		Score	3 points ea.	Score	1
The program does not uevidence based curriculur meets the minimal state federal standards.	m that				The program uses eviden based curriculum that me state and federal standar	ets		The program uses evidenced-based curriculum that meets state and federal standards and other curriculum (i.e. project based learning, ancillary materials, self-directed learning).		Law
Noncompliant		0	Needs Improvement Total:	0	Effective 1		0	Highly Effective Total:	0	
Section Score: Notes or Recommendation	S:	one	Non Com _l	oliant: 0 point	is Needs Improvement: XX poi	ints E	ffective: 2 po	ints Highly Effective: 3 points		

			Cı	iteria 8			
		Off	er individ	ualized instruction			
Noncompliant		Needs Improvement		Effective		Highly Effective	
0 point ea.	Score	1 point ea.	Score	2 points ea.	Score	3 points ea.	Score
here is not differentiation in the structional approach used with each individual student.		There is little evidence of differentiation in the instructional approach used with each individual student.		The individualized instructional plan provides instructional supports of struggling students. Instruction is differentiated, utilizing a variety of methods.		Program evaluates student's academic progress weekly. Individual instruction is differentiated and personalized to meet the needs of individual students.	
Students primarily work independently on an online platform.		Students have the opportunity to engage with other learners during core instruction and academic activities on a limited basis.		Students have the opportunity to engage with other learners during core instruction and academic activities on a regular basis.		The program actively promotes student engagement and affords students with the opportunity to have a role in shaping the learning environment to facilitate feelings of connectedness.	
Alternative education students' chedules are not entered in the udent information system (SIS) correctly.						Alternative education students' schedules are entered in the student information system (SIS) correctly.	
Noncompliant Total:	0	Needs Improvement Total:	0	Effective Total:	0	Highly Effective Total:	0
Notes or Recommendations:	e one	Non Compliant: 0-4 poin	nts Needs Ir	nprovement: 5 points Effective: 6-8	points Hig	hly Effective: 9 points a	

			Cı	riteria 9			
		State clear and m	neasurab	le program goals and object	ctives		
Noncompliant		Needs Improvement		Effective		Highly Effective	
0 point ea.	Score	1 point ea.	Score	2 points ea.	Score	3 points ea.	Score
The program does not have a nission/vision focused on an atrisk population.		The program's mission/vision are not driven by data from the atrisk student population.		The program's mission/vision are developed using SMART goals focused on an at-risk population.		In addition to EFFECTIVE, the goals and objectives are aligned with the local at-risk student population, and reviewed annually.	
Alternative education program does not have SMART goals.		The alternative education program's SMART goals are generic and not directed to an atrisk population.		The alternative education program's SMART goals are based on program data and are directed to a high risk population.		The alternative education program's SMART goals drive the program design and are reviewed at the end of each semester.	
No evidence of student voice in the creation and/or revision of goals and objectives.		Program goals and objectives include student voice, but are unclear to all students.		The program's goals and objectives include student voice, are posted, and clear to all students.		The program's goals and objectives include student voice, are posted, clear to all students, and alive in the daily practices of the school.	
Noncompliant Total:	0	Needs Improvement Total:	0	Effective Total:	0	Highly Effective Total:	0
Section Score: Choos	e one	Non Compliant: 0-2 point	s Needs Im	provement: 3-5 points Effective: 6-8	points Hig	hly Effective: 9 points	
Notes or Recommendations:							

Criteria 10 Include counseling and social services components **School Counselor** Sample Counseling Choose one certificate(s) received: Sessions and Dates: List of additional counseling and social services: Noncompliant **Needs Improvement** Effective **Highly Effective** 0 point ea. Score 1 point ea. Score 2 points ea. Score 3 points ea. Score Group and/or individual Counseling services are not counseling sessions were readily A broad range of weekly group and available to all students or are available to all students every individual counseling services were No counseling services provided. provided on an "as needed" two weeks and include provided that encompass academic, basis. discussion on possible next career, and social services wellbeing. steps after graduation. Services for students are based on At-risk indicators and needs needs assessment data, at-risk Services for students are based assessments were not used to Services for students are generic indicators and a Multi-Tiered System of on needs assessment data and target and plan services for in nature. Supports (MTSS) and/or at-risk indicators. parent/quardian/staff/student selfstudents. referral. Counseling services are provided by a Counselors are not adequately licensed school counselor and/or LPC. certified. LADC. LCSW, or LMFT. Collaborative partnerships supporting Additional counseling and social the social welfare needs of students Program does not have Limited relationships exist with service support are provided. A are offered on a regular basis through partnerships with outside social external support agencies for clear process for identifying a wide range of options. Program service agencies. social service needs. additional student support exists. actively recruits new support partners through a well-established process. Highly Effective Total: Noncompliant Total: 0 **Needs Improvement Total:** 0 Effective Total: 0 0 Choose one Non Compliant: 0-3 points Needs Improvement: 4-7 points Effective: 8-10 points Highly Effective: 11-12 points Section Score: Notes or Recommendations:

Criteria 11

Require a plan leading to graduation be developed for each student in the program which will allow the student to participate in graduation exercises at the sending school or district after meeting the requirements of the school district as specified in the individual graduation plan for that student; provided, the graduation plan required by this paragraph shall not be separate from the plan required by 70 O.S. 1210.508-4 (Individualized Career Academic Plan (ICAP)).

Noncompliant		Needs Improvemen		Effective		Highly Effective		
0 point ea.	Score	1 point ea.	Score	2 points ea.	Score	3 points ea.	Score	
There is no evidence that individual graduation plans were created.		Graduation plans were limited to graduation checklists.		Upon admission to the program a graduation plan was designed with each student and reviewed quarterly.		Learning plans are completed for all students during the intake process. Plans are reviewed monthly by teachers, counselors, and students. Students can articulate their plan and their progress toward graduation.		Law
Students are not compliant with the ICAP graduation requirements.		Students' ICAPs are not regularly updated.		ICAP requirements are completed for all students, reviewed quarterly, and include graduation and transitions beyond high school.		Students and teachers are engaged in the development, review, and revision of the graduation plan. Students can articulate status and progress toward graduation with transitions beyond high school (ICAP).		Law
No career interest inventory is completed.		Students complete a career interest survey but they are not updated annually.		Students research career fields and complete a career interest inventory annually. Information is used to promote career development.		In addition to EFFECTIVE, students interact with community career speakers. Students may also participate in internships or jobshadowing.		Law
Noncompliant Total:	0	Needs Improvement Total:	0	Effective Total:	0	Highly Effective Total:	0	
Section Score: Choos	e one	Non Compliant: 0)-2 points Ne	eeds Improvement: 3-5 points Effe	ctive: 6-8 poin	ts Highly Effective: 9 points ∄		
Notes or Recommendations:								

			Cri	teria 12			
		(Offer life s	kills instruction			
List of Life Skills							
Topics and							
Curriculum:							
Noncompliant		Needs Improvement		Effective		Highly Effective	
0 point ea.	Score	1 point ea.	Score	2 points ea.	Score	3 points ea.	Score
Life skills instruction was not provided		Life skills lessons are not integrated weekly into instruction.		Life skills lessons of interest to students are offered. Lessons are integrated into daily instruction.		Life skills instruction includes long-term transition to self-sufficiency, employment or financial stability, and supportive social relationships for adult life. Topics of lessons vary and are, at times, facilitated by outside agencies.	
Noncompliant Total:	0	Needs Improvement Total:	0	Effective Total:	0	Highly Effective Total:	0
Section Score: Choos	se one	Non Com	pliant: 0 point	s Needs Improvement: 1 point E	ffective: 2 poi	ints Highly Effective: 3 points	
Notes or							
Recommendations:							

				Cri	teria 13			
Provide opportur	nities for	hands-or	arts education to student		g artist residency program s Council	ns coordin	ated with the C	klahoma
Noncompliant			Needs Improvement		Effective		Highly Effective	
0 point ea. Score		1 point ea.	Score	2 points ea.	Score	3 points ea.	Score	
tudents only meet the			Fine Art experiences (drama, music, dance, etc.) are seldom offered as a part oft the alternative education program.		Fine arts experiences are infused into the curriculum (fine arts, performance art, visual arts, etc.) monthly.		Fine Arts experiences incorporating artists or musicians (e.g. artists-inresidences, local artists or crafters) are used to enhance the curriculum. Experiences are individualized to match students' interests and learning.	
The program does no opportunities for stud publish or perform (ar performances)	idents to art shows,		Limited opportunities for students to publish or perform.		The program displays evidence that the students publish or perform works of art (displays, art shows, performances, publications on website, etc.).		The program works with the community to publish or perform student works of art (displays, art shows, performances	
Noncomplia	ant Total:	0	Needs Improvement Total:	0	Effective Total:	0	Highly Effective Total:	0
Notes or	Choos	e one		ant: 0-1 points	Needs Improvement: 2-3 points	Effective: 4-5	points Highly Effective: 6 points	
	Choos	e one				Effective: 4-5		
Notes or	Choos	e one	Non Compli	Cri	teria 14	Effective: 4-5		
Notes or Recommendati	Choos tions:	e one	Non Complia	Cri ide a prop	teria 14 osed annual budget	Effective: 4-5	points Highly Effective: 6 points	
Notes or Recommendati	Choos	e one	Non Compli	Cri ide a prop	teria 14	Effective: 4-5		Score
Recommendati	choos tions: pmpliant ubmit a udget by		Prov	Cri ide a prop	teria 14 osed annual budget Effective		points Highly Effective: 6 points Highly Effective	Score
Notes or Recommendati Nonco 0 point ea. Program did not su proposed annual bur	choos tions: compliant ubmit a udget by		Prov	Cri ide a prop	teria 14 osed annual budget Effective		Proposed annual budget is complete	Score
Notes or Recommendati Nonco 0 point ea. Program did not su proposed annual bur September 1.	choos tions: compliant ubmit a udget by	Score	Prov Needs Improvement 1 point ea. Needs Improvement Total:	Cri ide a prop t Score	teria 14 osed annual budget Effective 2 points ea.	Score	Highly Effective: 6 points Highly Effective 3 points ea. Proposed annual budget is complete and turned by September 1. Highly Effective Total:	

Criteria 15 Be appropriately designed to serve middle school, junior high school, and high school students in grades seven through twelve who are most at risk of not completing a high school education for a reason other than identification as a student with disabilities under 70 O.S. 13-101. (Identification as a student with disabilities does not in itself disqualify a student from alternative education services, but special education status cannot be the basis for identification as an at-risk student.) Percentage of **Number of Alternative Number of Alternative** District percentage of **Alternative Education** Education students on Education students on a **Special Education Special Education** an IEP: 504: Students: Students: Noncompliant **Needs Improvement** Effective **Highly Effective** 0 point ea. Score 1 point ea. Score 2 points ea. Score 3 points ea. Score Program did not submit a Program submitted a completed End of completed End of Year Data Year Data Survey by June 30. Survey by June 30. There is little evidence of Program leadership allocates Program leadership allocates Program leadership sustains and leadership involvement in the minimal funding and resources adequate funding and resources prioritizes sufficient resources review and operation of the to support and protect the to support and protect the (financial and other support) and alternative education program integrity of the program. integrity of the program. protect the integrity of the program. Students are provided with the Alternative Education students Facilities, instructional materials, and same standard services as the staffing levels support program quality are not provided with standard raditional school (library access, services (library access, school and has a contribution of local funds school nutrition, transportation, nutrition, transportation, etc.). beyond the state allocation. etc.). Classroom has adequate space, In addition to EFFECTIVE, classroom Classroom conditions are not ight, and amenities conducive to space includes multiple classrooms, conducive to learning for learning. Classroom is outdoor space, art space, and/or alternative education students. Americans with Disabilities Act physical education area. (ADA) compliant. Highly Effective Total: Noncompliant Total: **Needs Improvement Total:** 0 Effective Total: 0 0 Section Score: Choose one Non Compliant: 0-3 points Needs Improvement: 4-7 points Effective: 8-10 points Highly Effective: 11-12 points Notes or Recommendations:

Criteria 16 Allow students in the alternative education program, who otherwise meet all of the participation requirements, to participate in vocational programs and extracurricular activities at the sending school or district, including but not limited to athletics, band and clubs. Number of alternative Number of alternative Number of alternative Number of alternative education students education students education students education students participating in participating in extraemployed or in workinternships or job attending CareerTech: curricular activities: study: shadowing: Noncompliant Effective **Highly Effective Needs Improvement** 0 point ea. Score 1 point ea. Score 2 points ea. Score 3 points ea. Score The program makes a purposeful effort Due to alternative education Students have minimal program design, students cannot opportunities to participate in in promoting student engagement in participate in extra-curricular extra-curricular activities with the extra-curricular activities with sending programs or activities. broader school community. schools or districts. Due to alternative education The program makes a purposeful effort program design, students cannot Students can participate in in promoting vocational program ocational programs onsite or at participate in vocational opportunities for students, with sending programs onsite or at local local vocational schools. schools or districts. vocational schools. Noncompliant Total: **Needs Improvement Total:** Effective Total: **Highly Effective Total:** 0 Section Score: Choose one Non Compliant: 0-1 points Needs Improvement: 2-3 points Effective: 4-5 points Highly Effective: 6 points Notes or Recommendations: